

RELEASE OF STUDENT RECORDS REQUEST FORM

TO: Previous School

Name of school _____

Address of School _____

City/State/Zip Code/Phone _____

“It is not necessary for parents to sign a release when records are being passed from public school to public school.” Note Federal Register, Thursday, June 17, 1976, Part II N.E.W. Privacy rights to parents and students.Final rule on education records. Vol. 41#118-24673. “99.31 prior consent for disclosure not required.”

(a) An educational agency or institution may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student if the disclosure is (1) to other school officials, including teachers, within the educational institution or local educational agency who have determined by the agency or institution to have legitimate educational interests; (2) to officials of another school or school system in which the student seeks or intends to enroll, subject to the requirements set forth in 99.34.

Please send all cumulative and health records, and any other pertinent information for the following students who are enrolling in our school district. Thank you.

Student _____ Grade _____ Birthdate _____

Student _____ Grade _____ Birthdate _____

Student _____ Grade _____ Birthdate _____

Please send the information to: **Bird Island-Olivia-Lake Lillian District # 2534**

BOLD K-6 Elementary School

110 S 9th Street

phone-320-365-3551

fax-320-365-4001

Bird Island MN 55310

Please send all records pertaining to the student(s) listed above, including such records as: MARSS number, IEP, 504, Test score, Health, Special Education, Speech, Cumulative Records, Preschool Screening.

School Official Signature

Date